



STATE OF DELAWARE
STATE FIRE PREVENTION COMMISSION
DELAWARE FIRE SERVICE CENTER

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1463 CHESTNUT GROVE ROAD
DOVER, DELAWARE 19904

STATE FIRE PREVENTION COMMISSION

Monthly Meeting

January 16, 2018

MEMBERS PRESENT

Alan Robinson, Jr., Chairman
Ron Marvel, Vice Chairman
David J. Roberts - absent
Tom DiCristofaro
Lynn Truitt
Marvin C. Sharp - absent
Ted Walius

ALSO PRESENT

Patricia Davis, Deputy Attorney General
Patrick Matthews M.D., BLS Medical Director - absent
Sherry Lambertson, Executive Specialist
David J. Truax, Investigator/Compliance Officer
Grover P. Ingle, State Fire Marshal
Robert P. Newnam, Director, State Fire School

GUESTS

Warren Jones, DVFA
Richard Perillo, DVFA
Jay Jones, DVFA
Mike McMichael, DSEMSA
Diane Hainsworth, OEMS
Jenn Knox, Cheswold Fire Co.

CALL TO ORDER

Chairman Robinson called the meeting to order at 9:00 a.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF DECEMBER 19, 2017 COMMISSION MEETING MINUTES

It was moved by Commissioner Dicristofaro, and seconded by Commissioner Truitt that the minutes of the December 19, 2017 Commission meeting be approved. Motion carried by unanimous vote.

REGULAR BUSINESS

REPORT OF THE STATE FIRE MARSHAL

INFORMATIONAL ITEMS

Personnel Items

Deputy Fire Marshal III Scott Walker has been temporarily reassigned to the Kent County Office to alleviate the workload and provide adequate coverage in Kent County.

Deputy Fire Marshal III Brian Schad is out on extended medical leave due to an off duty injury.

Fire Protection Specialist I Desiree McCall began her employment on January 8, 2018 and is assigned to the Technical Services Division in Sussex County.

Juvenile Fire Setter Intervention Coordinator vacancy remains under review.

Fire Fatalities

Fire Marshal Ingle reported that a fire fatality occurred on December 28, 2017. At approximately 10:30 a.m. Ellendale Fire Company was dispatched to a house fire in the 9200 block Mayhew Drive Lincoln, Delaware. Eight occupants were living in the home. Seven of those occupants were transported to Milford Hospital and were treated for smoke inhalation. One victim, which was a child, was found on a secondary search in the basement deceased. This is the 11th fire fatality of the year.

FY 2019 JFC Budget Hearing

The FY 2019 JFC Budget Hearing has been scheduled for February 12, 2018 at 11:30 in the Joint Finance Room at Legislative Hall.

DTI Update

Fire Marshal Ingle reported that his agency continues to work with DTI on the program that is being developed for the agency. Program testing continues. The new program should be online in the first quarter of 2018.

DFIRS Incidents Received

TOTAL STATE PARTICIPATION IN COMPLIANCE			
82 %			
DELINQUENT DEPARTMENTS			
New Castle County			
Odessa		November	
Five Points		April – June, August - November	
Port Penn		October & November	
Kent County			
Bowers		January – March, May – August, October - November	
Cheswold		January – June, August - November	
Hartly		August – November	
Houston		November	
Magnolia		July – November	
South Bowers		May - November	
Sussex County			
Ellendale		March – November	
Millville		November	
OVERDUE REPORTS BY DAYS			
30 Days	60 Days	90 Days	90+ Days
3	1	0	7

Source: DFIRS Incidents received as of 1/05/18.

REPORT OF THE STATE FIRE SCHOOL DIRECTOR

Director

- Submitting AFG Grant Application – PPE, Manikins (simulators), Rescue Tools, Haz. Mat meter, Fire Extinguisher simulators
- FY 19 Budget Hearing – 11:30 on February 12th.
- Annual Instructors Seminar – Annual Medical Statement, *attached* - Assignments (payroll)

Staff Activities

- Attended Motorsports Safety Conference – Wilson
- Completed Fire Instructor I and II Certification Programs – St. Francis – Baker
- Progressive Ag Training – 1/8-9 – Lowe
- Pro Board Conference – 1/11-13 – Lowe
- Development of Training Weather Policy, currently draft form – Staff

Programs/Courses

Figures in red are reference to last year's comparison of class attendance.

- Current Month
 - National Fire Academy – Leadership 1 – 8 students (10)
 - Fire Ground Size-up – 21 students (19)
 - ICS 300 – 14 students (11)
 - ICS 300 – 8 students – Sussex Division
 - Fire Instructor 1 – 10 students
 - Officer's Seminar – 30 registered (22)
 - Instructor's Seminar – 37 registered
 - Fire Officer II – 10 students
 - EVO – Kent weekday – 26 students (26)
 - Fire Inspector I – 14 students
 - Wilmington Fire Department – recruit training - January 22 – graduation
- New Castle Recruit Class – scheduled to begin 2/06/18 – 12 students (SC class -1 student)
- WFD – Recruit training held at KCD week of January 15th, Graduation January 27th.

EMS

Current Month

- CEU programs – 8 programs scheduled (2)
- EMT Class – NCD, 25 students, KCD, 25 students, SCD 26 students
- EMR full program – NCD 3 students, KCD, 4 students, SCD, 3 students (26) – *held at KCD*
- EMT Refresher – NCD 29 students (25), KCD 16 (19) students, SCD, 6 students (19)
- EMT Refresher weekday – 24 students (27)

Public Education and Injury Prevention - Activity Report

Current Month

- Fire Safety Programs – 1 program scheduled (7)
- Fire Safety Displays - 1 scheduled (0)
- Life Safety Programs – none scheduled

Maintenance – Building and Grounds

- Ground Ladders passed service testing 12-18-17
- Pre-Bid meeting for Office Renovations – January 17, Bid opening February 1st.
- Annual service small tools, Air Compressors, dehumidifiers

Financial

- Past Due Billings
 - 30 days – 13,565.00
 - 60 days – 14,874.00
 - 90 days – 12,824.00
 - 20678 Tuition Fund – 652,945.00
- Accounts receivable – 72,314.00
- Revenue Comparison
 - Tuition – 2017 – 65,739.20, 2016 – 61,345.50.00
- Special Funds Summary – The Special Funds Summary report was submitted to the Commissioners for review.
- Expenditure Report – The Expenditure report was submitted to the Commissioners for review.

Staff and Office Staff Meeting Minutes

Staff and office staff meeting minutes were submitted for Commission review

Scheduled Activities

Director Newnam will be out of the office from January 18th to 23rd.

BLS MEDICAL DIRECTOR

Dr. Matthews reported that the flu is widespread statewide as well as nationally. The CDC has determined that it is at an epidemic proportion at this time.

REPORT OF THE INVESTIGATOR/COMPLIANCE OFFICER

7 Annual Ambulance Unit Inspections
0 New Unit Inspections
3 Complaints Received
3 Arrest Notifications were received.
0 Self Report

2016 – 0 Open Cases
2017 – 10 Open Case

REGULAR BUSINESS

ACTION ITEMS

Narcan to BLS Providers

The Commission discussed Narcan supplies and the ability to disburse it with Diane Hainsworth of the Office of Emergency Medical Services. Vice Chairman Marvel has concerns that the state has a large amount in stock with issues in distributing it to the emergency service.

Review Quarterly Scratch Report for October – November, 2017

Commissioner Dicristofaro reviewed the fourth quarter statewide scratch report as well as the year-end scratch report. Several companies are being monitored for having an excessive scratch rate in 2017.

2017 Statewide Ambulance Runs per 5 Call enters

59,069 Runs 219 Scratches in New Castle County (0.37%)
20533 Runs 552 Scratches in Kent County (2.6%)
34306 Runs 719 Scratches in Sussex County (2.09%)
113,908 Runs Statewide (100%)
59,609 Runs in New Castle County 51.85%
20,533 Runs in Kent County 18.03%
34,306 Runs in Sussex County 30.12%

Appointment of Audit Report Compliance Committee

It was moved by Commissioner Dicristofaro, seconded by Commissioner Truitt to reappoint the sitting audit committee members to the 2018 audit year. Motion carried by a unanimous vote.

NEW BUSINESS

Ambulance Funding

It was moved by Vice Chairman Marvel, seconded by Commissioner Dicristofaro to authorize Ms. Lambertson to distribute the second half of the Ambulance Fund. Motion carried by a unanimous vote.

Medical Marijuana

The question was asked if an EMT can be certified if they have a medical marijuana card? Deputy Attorney General Davis responded that yes they could be certified.

GENERAL INFORMATION

No report at this time.

CORRESPONDENCE

None.

MISCELLANEOUS INFORMATION

No report at this time.

REPORT OF THE COMMISSIONERS

Chairman Alan Robinson, Jr.

Chairman Robinson reported that he attended the Monthly Fire Prevention Commission Meeting, EMS Meeting, Citizens Hose Fire Company Meeting, Citizens Hose Fire Company Board Meeting, Hartly Fire Company Banquet, and DVFA State Fire Prevention Awards.

Vice Chairman Ron Marvel

Vice Chairman Marvel reported that he attended the Monthly Fire Prevention Commission Meeting, DHSS Meeting, Seaford Fire Company Meeting, New Castle County Meeting, Lewes Fire Company Banquet, and DVFA State Fire Prevention Awards.

DATE OF NEXT MEETING

January 16, 2018 – 9:00 AM
Commission Chamber
Delaware Fire Service Center
1463 Chestnut Grove Road
Dover, DE 19904

ADJOURNMENT

It was moved by Commissioner Dicristofaro, and seconded by Vice Chairman Marvel that the meeting be adjourned. Motion carried by a unanimous vote. The meeting was adjourned at 10:15 a.m.

Respectfully submitted,

Sherry R. Lambertson

Sherry R. Lambertson
Executive Specialist

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